

<b>ORDER FOR SUPPLIES AND SERVICES</b>				REQUISITION/REFERENCE NUMBER EQPCA-21-0006		PAGE OF PAGES 1 7	
1. DATE OF ORDER September 27, 2021		2. ORDER NUMBER 47PF0021F1205		3. CONTRACT NUMBER GS-00-P-16-BQ-D-7002		4. PDN NUMBER EP-47PF0021F1205	
<b>FOR GOVERNMENT USE ONLY</b>	<b>5. ACCOUNTING AND APPROPRIATION DATA</b>						
	FUND	FUNCTION CODE	B/A CODE	CC-A	C/E CODE	FY	REGION
	CC-B	PROJ./PROS NO.	O/C CODE	ORG. CODE	W/ITEM	PRT./CRFT	
6. TO: CONTRACTOR (Name, address and zip code) BAXTER HODELL DONNELLY PRESTON, INC. 302 W 3RD ST STE 500 CINCINNATI, OH 45202 USA CAGE Code: 5VNH8					<b>7. TYPE OF ORDER</b>		
8A. Data Universal Numbering System (DUNS) Number <b>(b)(4)</b>					8B. Taxpayer Identification Number (TIN)		
9A. BUSINESS CLASSIFICATION					C. <input checked="" type="checkbox"/> TASK ORDER (For Services) This task order is issued subject to the terms and conditions of the above numbered contract.		
<input type="checkbox"/> a. SMALL <input checked="" type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. SMALL DISADVANTAGED <input type="checkbox"/> d. WOMAN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. EMERGING SMALL <input type="checkbox"/> g. VETERAN <input type="checkbox"/> h. SERVICE DISABLED VETERAN							
10. ISSUING OFFICE (Address, Zip Code, and Telephone Number) R5 AMD Energy Contracting Team 230 S. Dearborn St. Room 3500 Chicago, IL 60604 USA					11. REMITTANCE ADDRESS (MANDATORY) BHDP ARCHITECTURE 302 W THIRD ST STE 500  CINCINNATI, OH 45202-3434		
13. PLACE OF INSPECTION AND ACCEPTANCE OCA-Design Excellence Div 1800 F Street, NW, Rm3341 Washington, DC 20405 USA					14. REQUISITION OFFICE (Name, Symbol and Telephone Number) Design Excellence Div 1800 F Street, NW, Rm3341 Washington, DC 20405 USA		
15. F.O.B. POINT		16. GOVERNMENT B/L NUMBER		17. DELIVERY F.O.B. POINT		18. PAYMENT/DISCOUNT TERMS STD/NONE	
<b>19. SCHEDULE</b>							
ITEM NUMBER (A)	SUPPLIES OR SERVICES (B)	QUANTITY ORDERED (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)		
	See below for additional information						
20. RECEIVING OFFICE (Name, Symbol and Telephone Number) Office of the Chief Architect Design Excellence and the Arts Division (PCAA) 1800 F Streets, NW, Room 3341 Washington, DC 20405				TOTAL FROM 300-A(s)	▶	\$87,640.51	
21. MAIL INVOICE TO: (Electronic Invoice Preferred) GENERAL SERVICES ADMINISTRATION BCFA PBS Payments Branch P.O. Box 17181 Ft. Worth, TX 76102-0181			22. GROSS SHIP WEIGHT		GRAND TOTAL	▶	<b>\$87,640.51</b>
			23. SHIPPING POINT				
			24A. FOR INQUIRIES REGARDING PAYMENT CONTACT: krystal.blue@gsa.gov			24B. TELEPHONE NUMBER 312-886-6933	
25A. NAME AND TITLE OF OFFEROR/CONTRACTOR			26A. UNITED STATES OF AMERICA (NAME OF CONTRACTING/ORDERING OFFICER) Krystal Blue				
25B. SIGNATURE		25C. DATE SIGNED		<b>(b) (6)</b>		26C. DATE SIGNED 2021Sep27	

## GSA300 List of Accounting Strings

Accounting String	Amount Obligated
EP-47PF0021F1205.2021.192X.00.P00Q2400.PG61.PG161.J33.....	\$87,640.51

**ORDER FOR SUPPLIES AND SERVICES (Continuation)****THIS NUMBER MUST APPEAR ON ALL PACKAGES AND PAPERS RELATING TO THIS ORDER**

PDN NUMBER

EP-47PF0021F1205

DATE

9/27/2021

ORDER NUMBER

47PF0021F1205

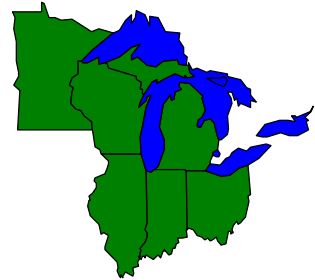
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OF  
PAGES 7**

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)
0001	<b>DEI Survey and Report</b>  Research study and publication of a major report that would be broadly disseminated throughout the construction industry. Engagement Planning and Management Research Process Survey Report  The following items are hereby incorporated by reference into Contract GS-00-P-16-BQ-D-7002, Task Order 47PF0021F1205: Pricing from the proposal, submitted by BAXTER HODELL DONNELLY PRESTON, INC. on September 21, 2021 in the total amount of \$87,640.51; clauses, terms & conditions and statement of work listed in the Request for Proposal issued on September 14, 2021. The order of preference listed in the base contract remains the same.  Deliverable PSC: C211 -- ARCHITECT AND ENGINEERING - GENERAL: LANDSCAPING, INTERIOR LAYOUT, AND DESIGNING Contract Type: Firm Fixed Price EP-47PF0021F1205.2021.192X.00.P00Q2400.PG61.PG161.J33..... Obligated: \$87,640.51  PoP: 09/27/2021 - 03/14/2022 Place of Performance: DC0021ZZ GSA 1800 F ST NW WASHINGTON, DC 20405-0001	(b) (4)			\$87,640.51



**REQUEST FOR PROPOSAL**  
**Request for Proposal (RFP)**  
**U.S. GENERAL SERVICES**  
**ADMINISTRATION**  
**GREAT LAKES REGION**  
**PUBLIC BUILDINGS SERVICE**

Acquisition Management Division  
230 S. Dearborn, Suite 3600  
Chicago, IL 60604



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**PROJECT:** Diversity, Equity and Inclusion Survey Report  
US Design & Construction Industry

**SOLICITATION NO:** n/a

**ISSUE DATE:** Tuesday, September 14, 2021

**CLOSING DATE & TIME:** Tuesday, September 21, 2021  
5:00 PM (Central Time)

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GS-00-P-16-BQ-D-7002 / 47PF0021F1205

**CONTRACT NO:**

**DATE OF AWARD:** Monday, September 27, 2021

**ISSUED BY:** U.S. General Services Administration  
Great Lakes Region  
Public Buildings Service  
Acquisition Management Division  
230 S. Dearborn, Suite 3600  
CHICAGO, IL 60604



## Diversity, Equity and Inclusion in the US Design and Construction Industry

### Background

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The design and construction industry is among the largest sectors of the US economy, yet little is known about the status of diversity, equity, and inclusion (DEI) in its workforce or related initiatives underway by employers.

To better understand and raise broad awareness about the status of DEI, GSA seeks to commission a research study and publication of a major report that would be broadly disseminated throughout the industry.

#### 1. Engagement Planning and Management

- Engagement Planning Session
  - i. Contractor will facilitate engagement planning session with subcontractor and GSA to plan the research process, fielding of the survey, and survey results analysis.
- Progress Meetings
  - i. Contractor will facilitate bi-weekly progress status meetings with subcontractor and GSA.

#### 2. Research Process

- Developing the Survey with GSA
  - i. Contractor and subcontractor will work closely with the GSA to develop the survey until approved by GSA.
    - 1. Contractor will facilitate question charrette with subcontractor.
      - a. Include SMEs for content and context.
      - b. Building bridge to potential applications of the data.
    - 2. Contractor will validate questions pre-deployment.
  - ii. Subcontractor will program the approved survey in its online platform and test it. The GSA will receive a link to the test version to review and request final adjustments before fielding.
- Fielding the Survey to Contractor Panels
  - i. Subcontractor will launch the final version of the survey to its Architect and Contractor Panels (approx. 6,000 opt-ins in the US). Potential respondents will be screened for adequate awareness of their company's DEI-related practices.
- Fielding will occur until the following quotas are achieved:
  - i. 200 architects, including representative range of firm sizes to enable analysis of differences.
  - ii. 200 contractors, including representative samples of both GC/CM companies and specialty trade contractors to enable analysis of differences.
- Analyzing the Findings for Presentation to the GSA
  - i. Once the survey is closed Contractor will coordinate with subcontractor to:
    - 1. Clean the data for analysis.
    - 2. Analyze the data and present (in PPT) the top-line findings to GSA.



3. Deliver the analysis PPT, the raw data files (excel or SPSS) and up to three cross-tabulations to GSA.

3. Deliverables

- After reviewing the top-line findings, Contractor and GSA will agree on the aspects of the findings that should be highlighted in the report.
- In addition to the survey findings, the report will include:
  - i. Case studies to show best practice examples of DEI.
  - ii. Interviews with DEI thought leaders.
    1. Contractor will observe or participate in DEI thought leader interviews performed by subcontractor.
  - iii. Sidebar articles involving interviews with multiple experts on specific topics that are prominent in the findings.
- Contractor will coordinate with GSA in identifying sources for the features that will most effectively support, reinforce, and amplify the findings to help convey the fullest meaning of the research and achieve the GSA's goals for the impact of the report.
- Contractor will produce the final report (data and features) and provide a pdf version to GSA for dissemination.
- Contractor will participate in creating the communications plan for sharing/marketing information from DEI+A Report with the subcontractor.

4. Schedule

- The period of performance for all the task order activities is 24 weeks from Notice to Proceed.

**ARCHITECT-ENGINEER COST ESTIMATE**  
**Basic Services (See Instructions)**

ARCHITECT-ENGINEER NAME AND ADDRESS				PROJECT DESCRIPTION			
FIRM BAXTER HODELL DONNELLY PRESTON, INC				Diversity, Equity and Inclusion Survey Report			
ADDRESS BHDP ARCHITECTURE 302 W 3RD ST STE 500				FACILITY NAME US Design & Construction Industry		BUILDING NO. N/A	
CITY CINCINNATI		STATE OHIO	ZIP CODE 45202	PROJECT NO.	CITY	STATE	COST OR PRICING DATA REFERENCE
TELEPHONE 513-271-1634		FAX 513-271-7017		DESIGN PHASE		COMPLETION IN WEEKS 24	
WEB SITE www.bhdp.com		Estimated Cost of Construction (Design to cost Limit)					
A. DIRECT SALARY COSTS - Basic Services							
SPECIALTIES PROJECT MANAGEMENT AND COORDINATION		JOB TITLES	MAN-HOURS	RATES \$	AMOUNTS \$	TOTALS	
		Principal					
		Project Manager	(b)(4)	(b)(4)	(b)(4)	(b)(4)	
ARCHITECTURAL No. of Dwgs. (      )		Change Management Specialist					
						(b)(4)v	
STRUCTURAL No. of Dwgs. (      )							
MECHANICAL No. of Dwgs. (      )							
ELECTRICAL No. of Dwgs. (      )							
SPECIFICATIONS No. of Dwgs. (      )							
ESTIMATES							
OTHER							
TOTAL DRAWINGS		TOTAL MAN-HOURS	(b)(4)	TOTAL SALARIES A		(b)(4)	
B. CONSULTANTS (Attach estimate as necessary) - Basic Services					AMOUNTS \$		
1.	Dodge Data & Analytics				(b)(4)		
2.							
3.							
4.							
5.							
					TOTAL SALARIES B		(b)(4)
C. OTHER DIRECT COSTS (Attach estimate as necessary) - Basic Services					AMOUNTS \$		
1.							
2.							
3.							
4.							
					TOTAL OTHER DIRECT COSTS C		
D. OVERHEAD POOLS							
TITLES			RATES %	BASES \$	ITEMS		
1.	Overhead on direct labor		(b)(4) %	(b)(4)	(b)(4)		
2.			%				
3.			%				
PREPARED BY (Signature)			Date	E	TOTAL COST TO ARCHITECT - ENGINEER Basic Services		A - D
(b) (6)			09/21/2021	F	PROFIT % (b) (4)		E
APPROVED BY (Signature)			Date	G	TOTAL COST TO GOVERNMENT Basic Services		E + F
(b) (6)			09/21/2021	H	% of ECC (Design-to-Cost Limit) - Basic Services		G
						\$87,640.51	%